

## ENTRY WORDS FOR INDONESIAN NAMES<sup>1</sup>

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### 1. Rules for construction of names used by Indonesian librarians

For cataloguing purpose, Indonesian librarians used the *Peraturan penentuan nama-nama Indonesia* (Rules for Indonesian names) published by National Scientific Documentation Centre and recognized as the Indonesian National Standard, first published in 1975 and accepted as one of the *Standar Nasional Indonesia* or Indonesian National Standard. However it never been revised since its acceptance as a standard although the regulation stated that any standard must be revised every five years. The other cataloguing rule is *Peraturan katalogisasi nama-nama Indonesia* [Cataloging rules for Indonesian names] published by Pusat Pembinaan Perpustakaan (Center for Library Development) in 1976, later on continued by the Indonesian National Library as *Peraturan katalogisasi Indonesia* (Indonesian cataloguing rules), the last edition is the 4<sup>th</sup> edition published in 1996 and also never been revised since then. Owing to the different users, usage and dissemination, the *Peraturan penentuan nama-nama Indonesia* is widely used among academic and special libraries as well as becoming the cataloguing standards at various library schools and cited by lecturers for entering Indonesian names in their bibliographies.. The *Peraturan katalogisasi nama-nama Indonesia* and latter on *Peraturan katalogisasi Indonesia* are usually used at community, school and public libraries and becoming the standard manual at the National Library and its branches all over Indonesian provinces

Basically there is no difference between both cataloguing rules, however, there is a different treatment on spelling. While the *Peraturan penentuan nama-nama Indonesia* treated Indonesian names as written in the works, the *Peraturan katalogisasi nama-nama Indonesia* and *Peraturan kataklogisasi Indonesia* tend to write the author names according to the 1972-new Indonesian spelling system. For example author name such Koentjaraningrat in the catalogue was written as Kuncaraningrat. Some authors have complained about these changes to National Library However, lately the National Library decided to accept the existing spelling as appeared in the authors' works. This attitude changes have been voiced by librarians from the National Library in various occasions, the latest one in the national seminar in June 2003.

### 2. Romanization manual

Regarding romanization manual, there is one romanization guide from Arabic character to Latin, that is *Pedoman transliterasi Arab- Latin* [Arab-Latin transliteration

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guide], a joint work between the Department of Education and Culture and the Department of Religious Affairs in 1987. The other spelling guide is *Pedoman ejaan bahasa daerah Bali, Jawa dan Sunda yang disempurnakan* [The new spelling guide for local languages i.e. Balinese, Javanese and Sundanese) published by the Pusat Pembinaan dan Pengembangan Bahasa (Centre for Language Development), now known as *Pusat Bahasa or Language Centre*

### 3. Rules for Indonesian names

#### Introduction

Single name is a name which is consist of one name only. Single names are commonly found in Indonesia hence there are many works written by single-name authors. To differentiate between two or more the same names, it is assumed that the librarians needed differentiating element. First the birth date and or the death date. If these differentiating element is not available, then the librarian need to find other differentiating unit such as the honoric titles or other elements. The differentiating element can be used to differentiate two authors with the same names, either single or more than two same names.

The use of single names is not commonly found in European names because the Europeans commonly used family names. In certain cases they used single names such as name of kings, religious leaders and saints.

In forming the personal entry word, parts of the entry words is assigned a comma then followed by other parts of the names. So does with the entry word of Chinese names. In this case the entry word is the first part of the names, followed by other parts of the names separated by a comma

For entry name followed by authority on certain areas or heredity tiles, the part which becomes entry word is separated by a common followed by the notion of the ruler.

**Example:** Hamengkubuwono X, *Sultan Yogyakarta*  
 Surjaningrat, Suwardi, *Raden Mas*  
 Djodipeoro, *Ngabehi*

#### Rules

##### A. General

1. For Indonesian authors who use more than one name part. in his or her works, then enter under the last element of the name as entry words, followed by other parts of the name. Make references from the known name if needed.

**Alisjahbana, Sutan Takdir**

(Name appears as: Sutan Takdir Alisjahbana)

**Anwar, Dewi Fortuna**

(Name appears as Dewi Fortuna Anwar)

**Gunarti, Endang**

(Name appears as Endang Gunarti)

**Hartono, Bambang**

(Name appears as Bambang Hartono)

**Djiwandono, Sudradjat**

(Name appears as: Sudradjad Djiwandono)

**Djojohadikusumo, Sumitro**

(Name appears as: Sumitro Djojohadikusumo)

**Kartasasmita, Ginandjar**

(name appears as Ginandjar Kartasasmita)

**Lumbantoruan, Magdalena**

(Name appears as Magdalena Lumbantoruan)

**Notosoesanto, Noegroho**

(Name appears as Noegroho Notosoesanto)

**Papare, Silas**

(Name appears as: Silas Papare)

**Parawansa, Chofifah Indar**

(Name appears as Chofifah Indar Parawansa)

**Parera, Victor Josef**

(Name appears as: Victor Josef Parera)

**Sadli, Saparinah**

(Name appears as Saparinah Sadli)

**Sumekar, Sri**

(Name appears as Sri Sumekar)

**Surjo, Djoko**

(Name appears as Djoko Surjo)

## **B. Exception**

- (1) For authors whose name include name element such as *di*, *el*, *nan* etc., then part of the names that connected by such element are treated as one unit name.

**Atmadiredja**

(Name appears as: Atma-di-redja)

**Usman el Muhammady, Muhammad, Tengku**

(Name appears as: Tengku Muhammad Usman el Muhammady)

- (2) A name that sometimes written as one word and sometimes as one word then use the one-word form. Make references from separated names if that name forms the last element of the names.

**Djokopranoto**

(Name appears as Djoko Pranoto and Djokopranoto)

**Surjodiputro**

(Name appears as: Surjo-di-putro)

**Kusumaatmadja**

(Name appears as: Kusuma-at-madja)

- (3) For authors whose name containing traditional or *adat* titles (sometimes abbreviated as *gl* or *glr* or *gelar* and sometimes not abbreviated) such as *Daeng*, *Datuk*, *Sutan* etc in the middle of the name then enter under element introduced by such words. Refer from the name in direct order if necessary

**Daeng Materu, Mohammad Sidhky gelar**

(Name appears as: Mohammad Sidhky gelar Daeng Materu)

**Madjoindo, Aman Datuk**

(Name appears as: Aman Datuk Madjoindo)

**Maharadja, Ahmad Sidi**

(Name appears as: Ahmad Sidi Maharadja)

**Palindih, Rustam Sutan**

(Name appears as: Rustam Sutan Palindih)

**Radjo Endah, Sjamsuddin Sutan**

(Name appears as: Sjamsuddin Sutan Radjo Endah)

**Usman el Muhammady, Muhammad, Tengku**

(Appears as: Tengku Muhammad Usman el Mumammady)

(4) Names containing an initial or abbreviation as the last element whose complete names could not be found after using reference sources, then enter under the first part of the name without changing the order of the name

**Abdulhadi W.M.**

(Name appears as: Abdulhadi W.M.)

**Marga T**

(Name appears as: Marga T.)

**Sukanto S.A.**

(Name appears as Sukanto S.A.)

(5). Name consist of a given name followed by an element denoting filial relationship such as *bin*, *binti*, *binte* etc plus the father's name

**Abdullah bin Nuh**

**Hadijah binti Mahmud**

(6) . For authors whose part of the names linked by an hyphen, then enter the hyphenated names as entry names.

**Abshar-Abdalla, Ulil**

(Name appears as Ulil Abshar-Abdalla)

**Donggo-Hutagalung, M. Poppy**

(Name appears as: M. Poppy Donggo-Hutagalung)

**Herry-Wiyono, B**

(Name appears as B. Herry-Wiyono)

**Ihromi-Simatupang, Tapi Omas**

(Name appears as Tapi Omas Ihromi-Simatupang)

**Marzuki-Sudirdjo, Artati**

(Name appears as: Artati Marzuki-Sudirdjo)

**Pinajungan-Mahdi, Magdalena**

(Name appears as : Magdalena Pinajungan-Mahdi)

**Kuntjoro-Jakti, Dorodjatun**

(Name appears as Dorodjatun Kuntjoro-Jakti)

**Purbo-Hadiwidjojo, M.M.**

(name appears as M.M. Purbo-Hadiwidjojo)

**Simorangkir-Simandjuntak, Basarah**

(Name appears as: Basara Simorangkir-Simandjuntak)

**Suwondo-Surasno, Nani**

(Name appears as: Nani Suwondo-Surasno)

(7) For authors who prefer the first part of his or her name as entry word, then enter the first part of the name as entry names. Make references from the known name if needed.

**Ajip Rosidy**

X Rosidy, Ajip

**Aisyah Amini**

X Amini, Aisyah

### C. Names of Chinese origin

1. Enter a name of Chinese origin that follows the normal Chinese order (surname first) under the first element of the name. Refer, if necessary, from the last element of the name.

**Kwik, Gian Kie**

(Name appears as: Kwik Gian Kie)

**Lim, Peng Hoei**

(Name appears as: Lim Peng Hoei)

**Oei, Hong Hian**

(Name appears as: Oei Hong Hian)

**Yap, Thiam Hien**

(Name appears as: Yap Thiam Hien)

2. Enter a name of Chinese origin that preceded by Western given name according to the normal Chinese order (surname first) under the first element of the name. Make necessary references

**Lie, Francisca Maria Yin Yin**

(Name appears as: Francisca Maria Lie Yin Yin)

**Kwik, Benny Han Bing**

((Name appears as: Benny Kwik Han Bing)

**Lim, Richard**

(Name appears as: Richard Lim)

3. For those who changed into Indonesia names, enter under the last element of the name according to rule of Indonesian names and make necessary references.

Pangestu

X Pang, Lay Kim

Iskandar, Nathanael

X Tan, Goan Tiang

### D. Phrase names

(1) Enter in direct order a name that consists of a phrase or appellation that does not contain a forename.

**Ibu Rumah Tangga**

**Mang Kompas**

(2) If the phrase name consist of personal name then treated the personal name according to the rule

**Soed, Ibu**  
X Ibu Soed

#### **E. Honoric titles**

Add titles and honorific words to an Indonesian names commonly appears with the name in the works by the person.

Wedyodiningrat, Radjiman, *Kanjeng Raden Mas Tumenggung*  
(Name appears as: Kanjeng Raden Mas Tumenggung Radjiman Wedyodiningrat)  
Rifai, Bachtiar, *Tubagus*  
(Name appears as: Tubagus Bachtiar Rifai)

Element such as *Hj* for *Hajah*, *H* for *Haji* is not included in the names.

#### **4. Treatment of names based on spelling**

Authors who write his or her names in the old spelling (before the new spelling was introduced in 1972) are treated as the name written in old spelling with cross references from the new spelling if needed.

**Achmad Soebardjo**  
**Djawoto**  
**Harjati Soebadio**  
**Koentjaraningrat**  
**Tjokoroamidjojo**

#### **Appendix 1 Example of pPerson who used different name forms.**

A. W. Salayan  
A. Wahid Salayan  
Abdul Wahid Salayan

Sutarno  
Soetarno  
Soetarno B.S.  
Soetarno B.S.  
Sutarno Budisusetya  
Soetarno Boedisoesetya

A. Datuk Madjoindo  
Aman D. Madjoindo  
Aman Dt. Madjoindo  
Aman Datuk Madjoindo

M. Taib A. Muin  
K.H.M.T. Thohir Abd. Muin

M. Taib Thahir Abdul Muin  
M. Thaib Thahir Abdul Muin  
K.H.M. Taib Thahir Abd. Muin  
K.H.M. Taib Thahir Abdul Muin  
M. T. Thahir Abdul Muin  
M. Taib Thohir Abdulmuin  
M. Thaib Thohir A. Muin

Eddy Djunaedi Karnasudirdja  
Eddy Junaedi Karnasudirdja  
Haji Eddy djuanedi Karnasudirdja

Tuti Alawiyah A.S.  
Hajah Tutty Alawiyah  
Tutty Alawiyah Abdullah Syafi'ie

Moein M. G.  
Andi Moein M. G.  
M. Moein G  
Moein M.G.  
A. Moein M.G.

Edi Sedyawati  
Edi Sedyawati binti Imam Sudjahri  
Edi Sedyawati binti Imam Sujahri  
Edy Sedyawati  
Edi Sedyawati Hadimulyo

Hamka  
Abdul Malik Karim Amrullah  
Abdulmalik bin Abdul Karim Amrullah  
A.M.K. Amrullah  
Abdulmalik Karim Amrullah  
Abdulmalik Karim Amrullah gelar Datuk Indomo  
Abdulmalik bin Abdul Karim Amrullah  
Buya Hamka

Doctor Hamka  
Hadji Abdul Malik Karim Amrullah  
A.S. Hamid  
Maha Indra

J. Y. Panglaykim  
Yusuf Pangestu  
Jusuf Panglaykim  
Jusuf Elka Pangestu  
J. E. Panglaykim-Pangestu

Soebagijo I.N.  
 Soebagijo Ilham Notodidjojo  
 Subagiyo Ilham Notodijoyo  
 Subagiyo I.N.  
 Subagiyo Ilham Notodijoyo  
 Subagijo Ilham Notodidjojo

## Appendix 2 Indonesian title and honorific words (for example)

Adipati	Ada Bagus	Raden Panji
Anak Agung	Imam	Raja
Anak Agung Ayu	Kanjeng Gusti	Ratu
Anak Agung Istri	Kanjeng Mas	Sidi
Andi	Kanjeng Pangeran Haryo	Sultan
Aryo (aria, arja, )	Marah	Susuhunan
Datuk	Mas	Sutan
Desak	Mas Ngabehi	Tengku
Dewa Gede	Nganten	Tjokorde (Cokorde)
Gusti	Pangeran	Tjokorde Gede
Gusti Ayu	Pangeran Haryo	Tjokorde Istri
Gusti gede	Raden	Tuanku
Hajah	Raden Ajeng	Tubagus
Haji	Raden Ayu	Tumenggung
Ida	Raden Mas	
Ide	Raden Nganten	
Ida Ayu	Raden Rara	

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